



JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: jeffersoncountywi.gov

**"Jefferson County: Responsible government
advancing quality of life"**

BEN WEHMEIER
County Administrator

TAMMIE JAEGER
Administrative Secretary

MEMORANDUM

TO: Editors

FROM: Ben Wehmeier, County Administrator

DATE: July 25, 2018

SUBJECT: JEFFERSON COUNTY Meetings – Week of July 30, 2018

Monday July 30 2018	Planning and Zoning Committee	8:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 203, Jefferson
Tuesday July 31, 2018	Highway Committee	8:30 a.m.	Highway Committee Room 1425 S. Wisconsin Dr, Jefferson
	Land Information Council	2:00 p.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 203, Jefferson
	Nutrition Project Council	2:00 p.m.	Workforce Development 874 Collins, Rm 103, Jefferson
Wednesday August 1, 2018	Building and Grounds Committee	8:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 112, Jefferson
Thursday August 2, 2018	No Scheduled County Meetings		
Friday August 3, 2018	No Scheduled County Meetings		
Saturday August 4, 2018	No Scheduled County Meetings		
Sunday August 5, 2018	No Scheduled County Meetings		

AGENDA
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE
DECISION MEETING

Steve Nass, Chair; George Jaeckel, Vice-Chair; Don Reese, Secretary; Matt Foelker, Blane Poulson

ROOM 203, JEFFERSON COUNTY COURTHOUSE
311 S. CENTER AVE., JEFFERSON, WI 53549
8:30 A.M. ON MONDAY, JULY 30, 2018

- 1. Call to Order**
- 2. Roll Call (Establish a Quorum)**
- 3. Certification of Compliance with Open Meetings**
- 4. Approval of the Agenda**
- 5. Public Comment (Not to exceed 15 minutes and not to include petitions slated for decision. Members of the public who wish to address the Committee on specific agenda items must register their request at this time)**
- 6. Approval of June 21, June 25, July 13 and July 19 Meeting Minutes**
- 7. Communications**
- 8. June Monthly Financial Report for Land Information Office-Andy Erdman**
- 9. June Monthly Financial Report for Register of Deeds Office-Staci Hoffman**
- 10. July Monthly Financial Report for Zoning-Matt Zangl**
- 11. Discussion and Possible Action on the 2019 Planning and Zoning Department Budget**
- 12. Discussion on Solar Farm Permitting Process**
- 13. Discussion and Possible Action on Salvage Yard Licensing**
- 14. Discussion Regarding the Appeal of Daybreak Foods Inc Conditional Use Permit CU1943-18, Town of Lake Mills to the State of Wisconsin Livestock Facility Siting Review Board**
- 15. Discussion and Possible Action on Koshkonong Lake Estates, Town of Koshkonong**
- 16. Discussion and Possible Action on R4069A-18 for Brent and Regina Mosher, Town of Waterloo, Presented in Public Hearing on June 21 and Subsequently Postponed for Redesign**
- 17. Discussion and Possible Action on Petitions Presented in Public Hearing on July 19, 2018:**

FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL/ RURAL RESIDENTIAL

R4071A-18 – Craig Frohmader/Robert & Marilyn Frohmader Trust Property: Create a 2-acre building site on **County Road Q** in the Town of Aztalan from part of PIN 002-0714-1711-000 (53.05 Acres). This is being done in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4072A-18 – David A Staude: Create a 3-acre lot around the farm buildings at **N7253 Woody Lane**, Town of Concord, from part of PIN 006-0716-0412-000 (46.94 Acres). This is being done in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4073A-18 – Robert Fry: Create a 5-acre farm consolidation lot with existing home and farm buildings at **N5880 County Road D** in the Town of Farmington, part of PIN 008-0715-2341-000 (40.161 Acres). This is being done in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4074A-18 – Jason & Jennifer Schroedl: Create a 2.0565-acre lot around the home and buildings at **N5060 Christberg Road**, Town of Farmington, on PIN 008-0715-3141-000 (38.4 Acres). This is being done in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4076A-18 – Damrow Trust, c/o Donna Christian: Create a 3-acre lot with the home at **W1811 & W1813 State Road 16** from part of PIN 012-0816-1744-000 (35 Acres). The site is in the Town of Ixonia. This is being done in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4077A-18 – Anthony & Karen Schadt: Create a 3-acre farm consolidation lot around the home and buildings at **N8741 Kelm Lane** in the Town of Watertown from part of PIN 032-0814-1324-000 (26 Acres). This is being done in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

FROM A-1, EXCLUSIVE AGRICULTURAL AND A-2, AGRICULTURAL AND RURAL BUSINESS TO A-3, AGRICULTURAL/RURAL RESIDENTIAL

R4075A-18 – Samuel & Kenlon Meyers: Create a 9-acre farm consolidation and lot combination around the home and buildings at **W3930 State Road 106** in the Town of Hebron from part of PINs 010-0615-3331-000 (21.8765 Acres) and 010-0615-3334-002 (10.986 Acres). This is being done in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

FROM A-1, EXCLUSIVE AGRICULTURAL TO N, NATURAL RESOURCES

R4078A-18 – Dan Zastrow: Rezone part of PIN 018-0713-3622-000 (40 Acres), and all of PINs 018-0713-3623-000 (40 Acres) and 018-0713-3632-000 (53.128 Acres) near **Mud Lake Road** in the Town of Lake Mills to create an approximate 110-acre Natural Resource zone. This is being done in accordance with Sec 11.04(f)12 of the Jefferson County Zoning Ordinance.

CONDITIONAL USE PERMIT APPLICATIONS

CU1950-18 – John Schwarz: Conditional use for an extensive on-site storage structure in a Residential R-2 zone at **W5867 Hedrick Drive**. This is on PIN 016-0514-1513-005 (1.386 Acre) in the Town of Koshkonong. This is being done in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance.

CU1951-18 – Tim Haversack/Timothy Haversack & Julie Zander Property: Conditional use for an extensive on-site storage structure in a Residential R-2 zone at **N9672 Oak Hill Road**. This is on PIN 032-0815-0221-007 (1.41 Acres) in the Town of Watertown. This is being done in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance.

ZONING ORDINANCE TEXT AMENDMENT

R4079T-18 – Jefferson County: Text amendment to Sec. 11.05, 11.09 and 11.11 of the Jefferson County Zoning Ordinance in order to comply with Wisconsin Statutes regarding conditional use permits, variances, substandard lots and non-conforming structures.

18. **Discussion on Prime/Non-Prime Areas and Available Splits**
19. **Workshops for Local Planning and Zoning Officials-August 30 and September 27, Middleton Public Library**
20. **Possible Future Agenda Items**
21. **Upcoming Meeting Dates**
 - August 20, 10:00 a.m. – Site Inspections Beginning in Courthouse Room 203**
 - August 23, 7:00 p.m. – Public Hearing in Courthouse Room 205**
 - August 28, 10:00 a.m. – Decision Meeting in Courthouse Room 203**
 - September 14, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203**
 - September 20, 7:00 p.m. – Public Hearing in Courthouse Room 205**

September 24, 8:30 a.m. – Decision Meeting in Courthouse Room 203

22. Adjourn

If you have questions regarding the petitions, please contact the Zoning Department at 920-674-7131. Petition files referenced on this agenda may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding holidays. Materials covering other agenda items can be found at www.jeffersoncountywi.gov.

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 at least 24 hours prior to the meeting so that appropriate arrangements can be made.

A digital recording of the meeting will be available in the Zoning Department upon request.



Agenda

Jefferson County Highway Committee Meeting

Tuesday, July 31, 2018

8:30 A.M.

**Committee Room
1425 Wisconsin Drive
Jefferson, Wisconsin 53549**

**Committee Members: Don Reese - Chair, John Kannard- Vice Chair,
Dick Schultz – Secretary, Michael Wineke, Lloyd Zastrow**

Highway Commissioner: William T. Kern

AGENDA

1. Call meeting to order
2. Roll Call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time)
6. Approve minutes from June 26, 2018 Highway Committee meeting
7. Communications
8. Old Business
 - a. Update on satellite shop construction
9. New Business
 - a. Discussion and Possible Action Related to Palmyra Satellite Site
 - b. Discuss monthly financial account summary (YTD)
10. Highway Operations Report
11. Review and approve vouchers
12. Set Next Meeting Date (August 28, 2018 – 8:30 a.m.)
13. Adjourn

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made

AGENDA
JEFFERSON COUNTY LAND INFORMATION COUNCIL

ROOM 203, COUNTY COURTHOUSE
311 S. CENTER AVE., JEFFERSON, WI 53549
2:00 P.M. ON TUESDAY, JULY 31, 2018

Andy Erdman, Staci Hoffman, John Jensen, Joanne Larson,
Todd Lindert, Jim Morrow, Steve Nass, Tracy Saxby, Mark Watkins, Matt Zangl

- 1) Call to Order
- 2) Roll Call
- 3) Certification of Compliance with Open Meetings
- 4) Election of Committee Chair, Vice Chair and Secretary
- 5) Review and Approval of Agenda
- 6) Public Comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time)
- 7) Approval of July 27, 2017 Land Information Council Meeting Minutes
- 8) Communications
- 9) Retained and Grant Fee Report
- 10) Report on the Register of Deeds Back Indexing Project - Staci Hoffman
- 11) Report on the Parcel Map Improvement Project
- 12) Report on Pictometry Project
- 13) Report on the small Unmanned Aircraft Systems (sUAS) Program
- 14) Report on Back Scanning of Highway Construction Plans.
- 15) Report on Back Scanning of Building Plans and Drainage Board Records - Tracy Saxby
- 16) Report on Mapping of Structures in Floodplain by UW Whitewater Students.
- 17) Discussion and Possible Action on Proposed 2019 Land Information Program Budget
- 18) Discussion and Possible Action on Proposed Education and Strategic Initiative Grants for 2019
- 19) Discussion on Land Information Plan Update for 2019 - 2021
- 20) Discussion of UW-Madison's UniverCity
- 21) Adjourn

If you have questions regarding these matters, please contact the Land Information Office at 920-674-7254.

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Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 24 hours prior to the meeting so that appropriate arrangements can be made.

Nutrition Project Council Agenda
Jefferson County
Workforce Development Center
874 Collins Road, Room 103
Jefferson, WI

Date: July 31st, 2018

Time: 2:00 p.m.

Committee Members: Carol Ellingson, Janet Gerbig, Barb Natrop, Carol O'Neil, Audrey Postel, and Carol Battenberg.

1. Call to order
2. Roll call (establish of a quorum)
3. Certification of compliance with Open Meetings Law
4. Approval of the agenda
5. Approval of Minutes
6. Communication
7. Public Comment (Members who wish to address the committee on specific agenda items must register their request at this time)
8. Governance: Review Candidates for Nutrition Project Council- Sandra Basich, Nancy Boos and Barbara Schmitt
9. Nutrition Site Assessment
10. Participant Satisfaction Survey
11. Depression and Suicidal Ideation in the Senior Population. Presentation by Kim Propp, LPC, Emergency Mental Health Supervisor
12. Customer Service Training
13. Roundtable discussion regarding current and future services provided by Senior Dining, included updates, issues and concerns regarding meal sites
14. Adjourn

Future Meeting dates: October 23rd, 2018

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

Building and Grounds Committee

AGENDA

Jefferson County Courthouse
311 S. Center Avenue, Room 112
Jefferson WI 53549

Wednesday, August 1, 2018
8:30 a.m.

Committee Members

Greg David, Roger Lindl, Gregg Patrick, Laura Payne, Mary Roberts

1. Call to order
2. Roll call
3. Certification of compliance with Open Meetings Law
4. Review of the Agenda
5. Public Comment
(Members of the public who wish to address the committee on specific agenda items must register their request at this time)
6. Communications
7. Approval of the July 3, 2018 Building and Grounds Committee meeting minutes
8. Discussion and possible action related to building sponsorship
9. Review 2019 Tentative Capital Plan
10. Discussion and possible action on Strategic Planning action steps related to Building and Grounds
11. Financial Reports (June)
 - a. Central Services
 - b. Management Information Systems (MIS)
12. Discuss future meeting schedule. Set next meeting date – September 5, 2018 (Note: Courthouse Security & Facility meeting is at 8:30 a.m.)
13. Discuss potential agenda items for the Committee's next meeting
14. Tour Courthouse, Sheriff's Office & MIS Building
15. Adjourn

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting/visit at 920-674-7101 so appropriate arrangements can be made.